CLICK HERE FOR THE HOUSING AUTHORITY's REPORT DATED JANUARY 22, 2008

CLICK HERE FOR THE HOUSING AUTHORITY's REPORT DATED APRIL 17, 2008

CLICK HERE FOR THE JOINT 2-D AND 2-H's REPORT DATED APRIL 8, 2009

Community Development Commission

January 22, 2008

TO: Each Supervisor

FROM: Carlos Jackson, Executive Director

SUBJECT: **NOTIFICATION PER AMENDEMENTS TO 2-D AND 2-H APRROVED MAY 29, 2007 FOR YARDI SYSTEMS, INC. PURCHASE**

On May 29th, 2007, the Board approved Housing Authority agenda items 2-D and 2-H, allowing the purchase of a Housing Management Programs and Section 8 software system from Yardi Systems, Inc. The purpose of this notification is to fulfill Supervisor Knabe's amendments to those agenda items to report back in coordination with the C.I.O no later than six months after an installation on the new system's functionality.

On September 24, 2007, Phase 1 of the Yardi Voyager system was completed one week ahead of schedule. The system now provides Waiting List functionality for both our Assisted Housing and Housing Management divisions. Staff members are now able to use the new system to configure preferences according to the mutually exclusive policies of each waiting list and prioritize selections using those preferences. These preferences (such as veteran status, displaced persons, domestic violence, etc.) were not functional in the legacy systems. The new system archives all list selections, thus allowing demonstration to auditors that proper selections were performed.

The flexibility of the Voyager system has allowed us to begin to eliminate side systems used for tracking and reporting. We have established a real-time link between the waiting list and the Housing Authority's Internet online application webpage. This feature provides for immediate online status to be available to customers applying for housing.

The successful launch of Phase 1 was a team effort, with cross-divisional participation of staff from Assisted Housing, Housing Management, Information Technology, and of course the implementation team from our vendor, Yardi Systems. The Financial Management division has also been engaged in the process for Phase 2, which is estimated to go live April 1, 2008.

CJ:ES:CSD
BoardLetters/Board update Yardi 1-08

c: Sachi A. Hamai, Executive Officer/Clerk, Board of Supervisors
      Each Deputy

Housing Authority - County of Los Angeles

April 17, 2008

To: Each Supervisor

From: Carlos Jackson, Executive Director

SUBJECT: MONTHLY PROGRESS REPORT ON THE SECTION 8 PROGRAM

On March 13, 2007 your Board instructed me to report monthly on our progress to remove the Section 8 program from its Troubled status under the Section 8 Management Assessment Program (SEMAP). This report covers the period between March 18, 2008 and April 16, 2008, and provides information on the following:

- Lease-up
- Annual Reexaminations
- Inspections
- Corrective Action Plan
- Socialserve.com
- Call Center
- The HUD OIG Audit Report
- The Confirmatory Review
- The OIG Joint Audit for the City and County of Los Angeles
- YARDI Status Update

Lease-up
As of April 1, 2008, our lease-up rate was 95.8%, representing a total of 19,883 assisted families throughout the County. We are planning, in the immediate future, to begin processing applications that were placed on hold in January. Additionally, we will begin pulling names from the wait list on July 1, 2008. Details of this will be provided to your office in a separate memorandum.

Annual Re-examinations and Inspections
We are currently at a 0% delinquency rate for our annual reexaminations, and at a 2% delinquency rate for our inspections. This is not only an improvement from our previous report, but qualifies us for the maximum points under SEMAP.

Corrective Action Plan
As I previously reported to you on March 21, 2008, the Los Angeles area HUD office cannot issue a formal response until all Board members have completed their training.

Socialserve.com

Socialserve.com continues to play a crucial role connecting our voucher holders with our participating landlords. For a 28-day period between March 18 and April 15, 2008, Socialserve.com averaged 4,230 total listings, 2,958 participating landlords, and 110,119 housing searches.

Call Center

Our Call Center is currently averaging approximately 4,240 calls per week, with an actual total of 16,960 for the period between March 17, 2008 and April 15, 2008. For your information, the average wait time for the stated period was 1 minute, 49 seconds.

The HUD OIG Audit

We submitted our formal response to the HUD OIG audit on March 22, 2008. Additionally, we have contracted with the Bronner Group to conduct an independent review of the YARDI system to assure proper implementation and data transfer.

HACoLA is currently recruiting for the Division director position. The position was advertised in major housing authority journals, with an application deadline of April 18th.

Confirmatory Review

We still have not received notification from HUD of when their confirmatory review of our SEMAP certification for the fiscal year ending June 30, 2007, submitted on August 6, 2007, will occur.

OIG Joint Audit of the City and County of Los Angeles

The on-site review of HACoLA's files has been completed. The exit conference and report are pending until completion of the on-site review at HACLA.

YARDI Status

On March 24, 2008, I approved a recommendation made by the YARDI project management team to extend the YARDI "go-live" date to July 1, 2008.

The decision to do this was motivated by competing priorities within the Assisted Housing Division. The months of April and May are key to Section 8 Management Assessment Program (SEMAP) production for fiscal year ending June 30, 2008.

Due to the fact that what remains to be completed on the YARDI project is the staff comprehensive training and conversion of data from the old to the new system, I

did not want to jeopardize the production of new contracts and annual reexaminations, which must be completed and submitted to HUD by June 1.

The Bronner Group, currently conducting an independent review of the YARDI implementation, concurred with this decision.

Please contact me if you have any questions or need additional information.

CJ:LO

c: Lari Sheehan, Deputy Chief Executive Officer
Sachi A. Hamai, Executive Officer/Clerk, Board of Supervisors
Los Angeles County Housing Commissioners
Each Deputy

Community Development Commission

April 8, 2009

To: Each Supervisor

From: Corde D. Carillo, Acting Executive Director

SUBJECT: NOTIFICATION PER AMENDMENTS TO 2-D and 2-H APPROVED MAY 29, 2007 FOR YARDI SYSTEMS, INC. PURCHASE

On May 29, 2007, your Board approved Housing Authority agenda items 2-D and 2-H, allowing the purchase of a Housing Management Programs and Section 8 software system from Yardi Systems, Inc. The purpose of this notification is to fulfill Chairman Knabe's amendments to those agenda items as follows:

- Report back to the Board within 60 days on the final cost of the aforementioned software purchase; and

- Report back, in coordination with the Chief Information Officer, no later than six months after installation on the new system's functionality.

I am pleased to report that all goals of the system implementation have been met and the entire project was completed within the budget approved by the Board of Supervisors for this system implementation.

To date, we have provided two progress reports on this project related to the achievement of two major milestones:

1.   Successful implementation of the waiting list software
2.   Successful implementation of the Section 8 software

This final report covers the final phase of implementing the Public Housing software.

Implementation Costs

The Board approved a total purchase cost of $1,340,916 including contingencies. The final cost of the system, including contingencies is $1,195,985 (see attached detail).

Final implementation phase

On February 11, 2009, the final conversion of legacy system data for the Housing Management Division (Public Housing) was completed. Housing Management joined the Assisted Housing (Section 8) Division in having all Housing Authority management and staff utilizing the Yardi Voyager system in full operating production.

All Public Housing properties are now being managed with property managers, resident managers, maintenance supervisors and schedulers using Yardi Voyager for their daily activities. In fact, as of this milestone date, all impacted divisions (i.e. Housing Management, Assisted Housing, Housing Development & Preservation, Executive Office of Budget, Finance, Human Resources and Information Technology) within the Community Development Commission (CDC) are using the Yardi Voyager system. This achieves one of the primary goals the CDC had at the outset of this project. That is, the CDC has successfully implemented a single integrated enterprise housing management system with a single database and user interface.

In addition to the above goal of having the entire Housing Authority utilizing one common system, we have achieved all of the goals we identified at the outset, including:

- The Voyager system is already facilitating improved information sharing between the Section 8 and Public Housing divisions. Productivity gains are also expected, as prospective tenants for each program are now managed with a common system.

- With this industry-standard system maintaining compliance with HUD regulations and systems, our Housing Management division realized a benefit just this month, as the latest upgrade provided by Yardi complies with specifications for HUD's latest release (202C) of the Tenant Rental Assistance Certification System (TRACS).

- The standard SQL database facilitates integration with 3rd party systems as well as internally developed systems. We are currently in production with real-time integration (to and from Yardi Voyager) with the CDC-developed Online Waiting List system, CDC-developed Tablet PC Inspections system and will soon be implementing integration with our Laserfiche document management system.

As we previously reported, HUD has recognized our achievements as well, informing us that, as a result of their review of the independent assessment by The Bronner Group, our system implementation is considered a success.

If you have any questions or would like additional information, please call me at (323) 890-7400 or you may contact Emilio Salas, Director of Administrative Services at (323) 890-7491.

CDC:ES
Attachment

c: Lari Sheehan, Deputy Chief Executive Officer
       Each Deputy

YARDI HOUSING SYSTEM COSTS

	Cost	Milestone	Description	Status
	223,486.00	Milestone 1 of S.O.W.	INSTALLATION OF YARDI SOFTWARE	Completed July 11, 2007
	167,614.50	Milestone 2 of S.O.W.	Detailed Project Plan Accepted	Completed final version August 7, 2007
	223,486.00	Milestone 3 of S.O.W.	Phase 1 (Implementation of Waiting List software)	Completed September 24, 2007
	279,357.50	Milestone 4 of S.O.W.	Phase 2 (Implementation of Section 8 software)	Completed July 1, 2008
	4,000.00		Additional Test Conversion requested by Section 8 division	Data Conversion for Assisted Housing
	1,750.00		Yardi consulting to provide interface from Voyager to PeopleSoft	Custom Programming for Housing Authority
	6,000.00		Additional Training provided by Yardi consulting	
	26,000.00		Additional Yardi support to ensure proper training prior to go-live	Completed June 30, 2008
	1,005.00		Documentation conversion for Housing Management training material	
PAID TO DATE	**932,699.00**			
Pending	111,743.00	Milestone 5 of S.O.W.	Phase 3 (Implementation of Public Housing modules)	Completed February 11, 2009
Pending	111,743.00	Milestone 6 of S.O.W.	Final Acceptance of the Implementation of Yardi Software	
Pending	2,800.00		Yardi consulting to provide automation of Income Packet assignments	
Pending	37,000.00		Miscellaneous Yardi consulting work throughout project	Inspection Interface, Inc. Packet Functionality. Hot fix to auto 58s;
Total Project Cost	**1,195,985.00**			

Board Approved Implementation cost	$1,117,430.00
Board Approved contingency cost	$223,486
Total Approved Implementation cost	$1,340,916.00

Total Approved Implementation cost	$1,340,916.00
Total Implementation cost	$1,195,985.00